

REGULAR CITY COUNCIL MEETING ~ SEPTEMBER 20, 2021

1. **CALL TO ORDER**

The regular City Council meeting of the City of Little Falls was called to order by Council Vice President Hanson on Monday, September 20, 2021, at 7:30 p.m. at City Hall in the Council Chambers. Councilmembers Knafla, Lundberg, Storlie, Gosiak, Council Vice President Hanson, and Mayor Zylka were present. Councilmember Liljegren and Council President Hircock were absent. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

City Attorney Harrington called for a closed City Council meeting immediately following the regular meeting pursuant to Minnesota Statute 13D.05, Subdivision 3(b) attorney client privilege to discuss litigation regarding two nuisance properties at 713 Northeast Fifth Street and 715 Northeast Fifth Street. Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to approve the agenda of September 20, 2021, as amended. Ayes: Knafla, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Knafla, seconded by Mayor Zylka to approve the City Council minutes of the special work session meeting of September 7, 2021; the regular meeting of September 7, 2021, as presented. Ayes: Knafla, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Gosiak, seconded by Councilmember Storlie to approve the bills totaling \$274,206.11 for check numbers 105469 through 105560. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. **AWARDS, DONATIONS, PRESENTATIONS AND PROCLAMATIONS**

a. **Donation**

1. **Golfers Organized for Little Falls (GOLF), Donation** – Tom Hoggarth, Paul Cameron, Allison Lundeen, Dick Culshaw, Pat West, and David Lundeen presented the City Council with donations totaling \$10,600 for the golf course. The City Council received the donations.

b. **Presentation**

1. **2020 Annual Police Report** – Police Chief Schirmers reviewed the annual Police report for 2020. Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to receive and place on file the 2020 annual Police report. Ayes: Knafla, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

6. **CONSENT AGENDA**

Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to take the following action on Consent Agenda items a. through g.:

a. Received and placed on file the Animal Control report for August 2021; and

b. Approved and authorized the execution of an Arrangement Letter to perform certain services related to the proper reporting of local business hotel/motel and restaurant sales tax returns with Schlenner Wenner & Co., from July 2020 through June 2021; and

c. Approved Deferral of Special Assessment 2021A for Public Improvement 389; and

d. Received and placed on file the Economic Development Authority minutes of September 2021; and

e. Received and placed on file the Housing and Redevelopment Authority minutes for August 2021; and

f. Received and placed on file the Police report for August 2021; and

g. Received and placed on file the Wastewater report for August 2021.

Ayes: Knafla, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Public Hearing**

1. **Resolution 2021-73, Adopt Final Assessment Roll, Public Improvement 389** –

Council Vice President Hanson opened a scheduled public hearing at 7:48 p.m. to consider the adoption of the final assessment roll for Public Improvement 389, (i.e. Oak Street, Crestview Drive, and Third Avenue Southeast). Public Works Director/City Engineer Kimman presented the affidavit of publication, reviewed the improvements and costs, and described the deferral of assessment policy. Asking questions was Jerome Valentine, 205 Southeast Third Street. Council Vice President Hanson closed the public hearing at 8:02 p.m. Councilmember Gosiak introduced and moved for the adoption of Resolution 2021-73, a Resolution Adopting the Final Assessment Roll for Public Improvement 389. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Zylka, Storlie, Hanson, and Gosiak. Nays: Liljegren (absent) and Hircock (absent). Abstention: Lundberg. Council Vice President Hanson then declared said Resolution 2021-73 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

8. **OLD BUSINESS**

a. **Change Order No. 1, Beyond the Curb, 2021 Sidewalk Improvements** – Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to approve Change Order 1 totaling at \$5,452.81 with Beyond the Curb, LLC, Little Falls, for additional sidewalk replacement, to be charged to the Project. Ayes: Knafla, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Ordinance No. 28, Seventh Series, Amend City Code Chapter 2, Employee Response Time; and City Code Chapter 4, Water Service Regulations** (Introduced 09/07/21 – Councilmember Knafla moved for the adoption of Ordinance No. 28, Seventh Series, an Ordinance Amending City Code Chapter 2, entitled “Administration”, by deleting Paragraph J, entitled “Employee Response Time”; and Amending City Code, Chapter 4, entitled “Municipal and Public Utilities”; by Amending Article III. Water, Section 4.20, entitled “Rules and Regulations Relating to Water Service”. Councilmember Storlie seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Storlie, Hanson, Gosiak, and Knafla. Nays: Liljegren (absent) and Hircock (absent). Council Vice President Hanson then declared said Ordinance No. 28 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

9. **NEW BUSINESS**

a. **Resolution 2021-74, Preliminary 2022 Levy** – Mayor Zylka introduced and moved for the adoption of Resolution 2021-74, a Resolution Adopting the 2022 Preliminary Levy. Councilmember Storlie seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Storlie, Hanson, Gosiak, Knafla, and Zylka. Nays: Hircock (absent) and Liljegren (absent). Council Vice President Hanson then declared said Resolution 2021-74 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

b. **Resolution 2021-75, Preliminary Housing and Redevelopment Authority 2022 Levy** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2021-75, a Resolution Adopting the 2022 Preliminary Housing and Redevelopment Authority Levy. Councilmember Storlie seconded the motion for adoption. On a roll call vote; Ayes: Storlie, Hanson, Gosiak, Knafla, Lundberg, and Zylka. Nays: Hircock (absent) and Liljegren (absent). Council Vice President Hanson then declared said Resolution 2021-75 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

c. **Resolution 2021-76, Preliminary 2022 Budget and Capital Improvement Plan** – Councilmember Storlie introduced and moved for the adoption of Resolution 2021-76, a Resolution Adopting the 2022 Preliminary Budget and Capital Improvement Plan. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Hanson, Gosiak, Knafla, Lundberg, Zylka, and Storlie. Nays: Liljegren (absent) and Hircock (absent). Council Vice President Hanson then declared said Resolution 2021-76 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

d. **Truth in Taxation Public Informational Meeting, December 6, 2021** – Motion was made by Councilmember Knafla, seconded by Councilmember Gosiak to call for a public meeting on Monday, December 6, 2021, at 7:30 p.m. via Zoom video conference and/or in the Council Chambers depending upon the pandemic situation, to review the City’s proposed budget and levy for 2022. Ayes: Knafla, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Suspend Assessments, Public Improvement 389, Oak Street and Crestview Drive** – Motion was made by Mayor Zylka, seconded by Councilmember Knafla to authorize the suspension of assessment for those property owners within the Oak Street and Crestview Drive project areas for Public Improvement 389 until they hookup to municipal services, and further instructed staff to notify these property owners of this suspension of assessments. Ayes: Knafla, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

10. **CITY COUNCIL REPORTS ON CITY AUTHORITIES, BOARDS, BUREAUS, COMMISSIONS AND COMMITTEES**

a. Councilmember Gosiak reviewed the recent Park, Recreation and Tree Board meeting.

11. **ANNOUNCEMENTS**

a. City Administrator Radermacher reviewed the Minnesota City/County Management Association Conference he attended in Duluth.

b. Police Chief Schirmers invited the public to a “Coffee with a Cop” event to be held by local law enforcement at the Cass Gilbert Depot on October 5, 2021, beginning at 8:30 a.m.

12. **ADJOURNMENT**

Council Vice President Hanson adjourned the meeting at 8:30 p.m.

Respectfully submitted,

Wendy J. Zylka

Wendy J. Zylka (Oct 5, 2021 15:50 CDT)

Wendy J. Zylka